



**BOARD OF SUPERVISORS
MONDAY, OCTOBER 20, 2025
6:00 PM**

[Susan M. Adams](#), County Administrator

**Regular Scheduled Meeting
Board of Supervisors Meeting Room
171 Price Lane, Appomattox, VA 24522
www.AppomattoxCountyVA.gov**

BOARD OF SUPERVISORS

Call to Order

Invocation - Mr. Carter

Pledge of Allegiance

Setting of Agenda

CITIZEN PUBLIC COMMENT PERIOD

This time is provided by the Board to allow citizens the opportunity to address the Board on issues of importance to the citizen. No individual citizen shall be permitted to address the Board for more than three (3) minutes.

APPEARANCES

These scheduled times are provided by the Board to allow citizens and organizations outside the County Government to discuss matters of importance with the Board.

1. Mr. Justin Hensley, Chairman of the Central Virginia Community College Local Advisory Board, to introduce himself as the new Chair.
2. Mr. Fred Pearson, Assessor, has requested to appear before the Board to discuss the most recent reassessment of Appomattox County properties.
3. Mr. Ed McMahan, Agricultural Teacher for the Appomattox County Public Schools, has requested to appear before the Board to discuss the agricultural facility campaign.
4. Sheriff Richardson and Mr. Les Fleet, Commonwealth's Attorney, have requested to appear before the Board to discuss a Domestic Violence Investigator grant position.

COMMITTEE APPOINTMENTS

5. Attached for the Board's review and consideration is a list of committee appointments whose terms have expired or will expire December 31, 2025.

ACTION ITEMS

6. **Board of Equalization**
Please consider the appointment of up to five (5) members to serve on the Board of Equalization. Members should be broadly representative of the community, and at least 30% of the appointed members must be commercial or residential real estate appraisers. Other real estate professionals, builders, developers, legal or financial professionals, and at least one such member shall sit in on all cases involving commercial, industrial or multi-family residential properties. The statute provides for

alternate Board members to be appointed.

STAFF RECOMMENDATION: Appoint up to five (5) members to serve on the Board of Equalization.

CONSENT AGENDA

The Consent Agenda includes approval of all Bills, Minutes, Supplemental Appropriations, Line Item Transfers, and Fund Transfers. Any item on the Consent Agenda shall be removed from the Consent Agenda at the request of any Board member prior to the vote on the Consent Agenda. Items removed from the Consent Agenda shall be considered by the Board individually in order in which they were removed from the Consent Agenda immediately following consideration of the Consent Agenda.

7. Invoices Submitted for Payment

Please review the attached invoices and approve for payment:

October 3, 2025	\$73,993.20
October 17, 2025 - CSA	\$312,407.00
October 20, 2025	\$1,990,970.74
TOTAL:	\$2,377,370.94

STAFF RECOMMENDATION: Please review and consider approval of the attached invoices for payment.

8. Minutes

Please review the following "DRAFT" minutes for approval:

Monday, September 15, 2025, Regular Scheduled Meeting

Tuesday, October 7, 2025, Capital Projects Work Session Meeting

9. Commissioner of the Revenue Refund Requests

Mrs. Sara Henderson, Commissioner of the Revenue, is requesting the following to be paid from **1209-5803** Refunds:

1) Refund Johnnie Calhoun Fredere \$104.46 for 2025 personal property taxes paid. He was erroneously assessed.

2) Refund Cynthia Diane Brinkley and Hoke Smith Rice \$167.11 for 2025 personal property taxes paid. They were erroneously assessed.

STAFF RECOMMENDATION: Consider the approval of the above refunds. Transfer by consent \$271.57 from the General Fund and appropriate to 1209-5803. No new local funds are required.

10. Sheriff's Asset Forfeiture Fund

Please transfer by consent **\$2,192.00** from the miscellaneous asset forfeiture fund and appropriate to the following:

3102-5410 Uniforms/Wearing Apparel \$2,192.00

RE: Purchase of uniform apparel from the miscellaneous asset forfeiture fund.

STAFF RECOMMENDATION: No new local funds are required.

11. **Sheriff's Department**

Please supplement by consent and appropriate the following:

3102-1002 Overtime	\$3,752.48
3102-5408 Vehicle Equipment/Gas	\$14,303.43
3102-5503 Travel/Sustenance	\$515.85
3102-5812 Canine Supplies (Donations)	\$100.00
3102-5817 HEAT Grant	\$10,000.00
3102-7005 Motor Vehicle/Equipment	\$7,450.00
TOTAL:	\$36,121.76

RE: Reimbursement from the City of Lynchburg for CIT hours worked by deputies (\$3,444.48); Reimbursement from DCJS for TDO/ECO hours worked by deputies (\$108.00); Reimbursement from the Pregnancy of Support Center for security performed at Walk for Life event (\$200.00); Reimbursement from VACORP Claims for damages to 2023 Dodge Durango (\$14,303.43); Reimbursement from Campbell County for Hotel expenses paid for Sheriff Clark (\$515.85); Donation received for canine supplies from Michael Caler (\$100.00); Grant funds received from the Virginia Department of State Police for HEAT-Flock cameras (\$10,000.00); Reimbursement from VACORP Claims for damages to a 2016 Ford Explorer (\$4,894.40) and a totaled 2016 Ford Explorer (\$2,555.60).

STAFF RECOMMENDATION: No new local funds are required.

12. **J. Robert Jamerson Memorial Library**

Please supplement by consent and appropriate to the following:

7301-5401 Office Supplies	\$553.25
7301-5411 Books	\$138.41
TOTAL:	\$691.66

RE: Reimbursement and fines collected by the Library.

STAFF RECOMMENDATION: No new local funds are required.

13. **Animal Shelter**

Please supplement by consent and appropriate to the following:

3501-5413 Spay/Neuter Program	\$634.00
3501-5804 Donations	\$65.00
TOTAL:	\$699.00

RE: Funds received through adoptions and spay/neuter services (\$634.00); Donations received for animal shelter (\$65.00).

STAFF RECOMMENDATION: No new local funds are required.

14. **Board of Supervisors**

Please supplement by consent and appropriate to the following:

1101-5804 Operating Reserve	\$1,898.00
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RE: Health Insurance Credit received.

STAFF RECOMMENDATION: No new local funds are required.

15. **Volunteer Fire**

Please supplement by consent and appropriate to the following:

3201-5609 Fire Program Funds- **\$14,000.00**
Appomattox

RE: Mini-Grant funds received from the Virginia Department of Fire Programs.

STAFF RECOMMENDATION: No new local funds are required.

16. **Sports Complex**

Please supplement by consent and appropriate to the following:

7101-6007 Special Projects **\$500.00**

RE: Donation received from Rodney Deaner for bench project at the Sports Complex.

STAFF RECOMMENDATION: No new local funds are required.

ITEMS REMOVED FROM CONSENT

ATTORNEY'S REPORT

ADMINISTRATOR'S REPORT

REPORTS AND INFORMATIONAL ITEMS

17. **Schools Financial Report**

Attached for the Board's review is the August 2025 month-end financial report from Dr. Tibbs, Superintendent.

SUPERVISOR CONCERNS

This time is for individual Board members to share information with other members of the Board and the public. Items presented under this heading requiring action will be for a future meeting agenda or to request additional information from staff members. No item presented under this heading shall be acted upon at this meeting without the unanimous consensus of the Board.

CLOSED SESSION

UPCOMING MEETINGS

Monday, November 17, 2025 @ 6:00 p.m.

Regular Scheduled Meeting

Board of Supervisors Meeting Room

333 Court Street

Appomattox, VA 24522

ADJOURNMENT